

Introduction

An Application for Planning Approval is separate from, and different to, an Application for a Building Permit; and is required for any type of development that is not permitted outright by the *City of Kalgoorlie-Boulder Town Planning Scheme No. 1, 1997* (the Scheme).

The Scheme is a document that guides the way the City of Kalgoorlie-Boulder (City) grows and changes and it assists in the day-to-day decision about applications.

This information sheet explains the requirements and approval processes for planning applications within the City.

Why is a planning application required?

Applications are required so that the City may assess your plans and information, inspect your property and determine whether your proposal is appropriate. The City seeks to ensure that a proposal:

- Complies with the relevant provisions of the Scheme
- Is an appropriate use on the property according to its zoning
- Has no detrimental impact upon a locality
- Has no adverse impact on the occupants of adjacent properties in the locality

Are there different types of applications?

Generally, development that requires an Application for Planning Approval can be placed in one of two categories:

- Uses which do not require consultation with the public
- Uses which do require consultation with the public
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When an application is lodged, the City will assess the information and decide whether it requires consultation with the public.

The majority of applications do not require consultation with the public and can be dealt with under Delegated Authority at an Officer level. Where a valid objection based on town planning grounds is received and cannot be resolved at Officer level, the determination will be made by the Elected Members at an Ordinary Council Meeting.

When is an application not required?

An Application for Planning Approval is **not** required for:

- A single dwelling (or works to, and/or ancillary to, a single dwelling) where a Single Dwelling is a 'P' use in the zone and meets all of the deemed-to-comply requirements of the *Residential Design Codes of WA*.
- A boundary (side or rear) fence that meets the requirements of the *City of Kalgoorlie-Boulder Fencing Local Law*.
- A Home Office

- A Family Day Care Centre that is within a single dwelling (this does not include single dwellings on a rear battleaxe lot)
- The maintenance, improvement or other alteration of any building (with the exception of buildings on the Municipal Heritage Inventory or State Register of Heritage Places) where the works affect only the interior of the building, and which do not:
 - Materially affect the external appearance of the building
 - Change the use of the building
 - Change the class of the building or portion of the building

Where can I get more information to assist me?

The City has prepared a number of checklists and information sheets to assist with the preparation of applications. There are also a suite of local planning policies in place to guide development.

Please see the City's website at www.ckb.wa.gov.au and make your way to *Planning & Development* then *Statutory Planning* to see the full range of documents available for download.

You may also find further information from the Department of Planning website if you need assistance with the *Residential Design Codes of WA* at www.planning.wa.gov.au.

Can I get pre-application advice?

Yes! The City operates a free pre-lodgement service which is generally available for large residential (greater than five dwellings) and non-residential development proposals to ensure you've included all of the information we need to undertake a formal assessment. For more information, make sure you check out the *Pre-Lodgement Assistance* documents on the website.

Should you need written planning advice on a specific matter, generally before purchasing land or signing a lease, then the City can also provide a fee-for-service option. You would need to make an *Application for Planning Services*, include a written statement of your intentions and, if applicable, some concept plans then pay the nominal fee and we'll provide you with written advice.

Further assistance

Statutory Planning Officers are available during City of Kalgoorlie-Business hours to discuss your proposal or answer questions. Just come into the City's administration building at 577 Hannan Street, Kalgoorlie and ask to speak to the Duty Planner.

Alternatively, you can email your query to mailbag@ckb.wa.gov.au and mark it to the attention of "Statutory Planning" or telephone (08) 9021 9600 and ask to speak to the Duty Planner.